

RFP #15-023

Title: Regional Bilingual Education Resource Network (RBE-RN)

Questions and Answers

1. Can the RBE-RN budget pay for office furniture for the two additional full-time Resource Specialists required by the RFP?

Budgets should be developed to best serve the needs of the RBE-RN in meeting the requirements of the RFP. However, please keep in mind that this is a “best value” competitive procurement, with 30 percent of the overall points awarded pursuant to a formula that assigns the highest score to the budget that reflects the lowest overall cost (see “Criteria for Evaluating Bids” section of the RFP for additional information).

2. RFP states that reviews are to be conducted every other week. The minimum requirement is 10. Is that per RBERN staff person or per RBERN office?

Each RBE-RN office will participate in a minimum of 10 yearly reviews to assist the school improvement team in the Diagnostic Tool for School and District Effectiveness (DTSDE) initiative.

3. Can we add support staff and a partial administrative/supervisory position to the minimum staff requirements?

Positions may be added in addition to the minimum staff requirements described in the RFP. However, please keep in mind that this is a “best value” competitive procurement, with 30 percent of the overall points awarded pursuant to a formula that assigns the highest score to the budget that reflects the lowest overall cost (see “Criteria for Evaluating Bids” section of the RFP for additional information).

4. Will each RBERN be required to host its own Teacher’s Institute or can RBERNs collaborate and combine their TI each year (i.e. Mid-State, Mid-West and West RBERNs form into one Western/Central New York State TI)?

Under the leadership of OBE-WL and in collaboration with other RBE-RNs and the Statewide Language RBE-RN, each RBE-RN will assist NYSED in facilitating one annual one-day New York State Bilingual/ESL Teacher Institute on the Blueprint for ELL Success for approximately 150-250 participants to provide current NYSED information and to address the most current statewide issues related to the education of ELLs. The agenda will be developed collaboratively between the RBE-RNs and OBE-WL. OBE-WL will manage the logistics of this event.

5. What is the job description for the resource specialist – school improvement officer?

The Resource Specialists will provide specialized technical assistance, professional development, and school improvement work throughout the region, as identified through the Regional Planning Process.

6. Will the state be providing specific accountability tools for resource specialists to use to document and monitor school improvement work?

RBE-RNs will work with the vendor identified through RFP #13-016, for the Evaluation of Categorically Funded Bilingual Programs, on developing accountability tools: <http://www.p12.nysed.gov/comprocontracts/13-016/>

7. What is the difference between "1. Technical Proposal" and "4. Proposal Narrative"?

The Proposal Narrative is a part of the Technical Proposal. The Technical Proposal consists of: 1) Mandatory Requirements Certification Form; 2) TAC Certification Form; and 3) Proposal Narrative. The Proposal Narrative will include: Program Management Plan; Project Description; and Action Plan for Year 1, as outlined in the Submission section of the RFP, under Technical Proposal.

8. Would you accept a USB drive instead of a CD Rom?

A USB drive may be submitted instead of a CD Rom.

9. Would you accept a PDF of the documents **in addition** of the MSWord version you are requesting? In this way, you will always have a reliable electronic document that shows clearly all the pages submitted.

A PDF of the documents in addition to the MS Word version may be submitted with the bid.

10. I was wondering if you could tell me what category NYSUT's Education & Learning Trust (*professional development arm of NYSUT*) falls under for the RFP Regional Bilingual Education Resource Network eligible bidders section.

Eligible bidders include Boards of Cooperative Educational Services (BOCES) and Institutions of Higher Education (IHEs). Bidders must be located in the RBE-RN region for which they are bidding. The Statewide Language RBE-RN may be located in any region of New York State.

1. Can the part time resource specialist be hired as a consultant?

The full time Executive Director and full time Resource Specialists should be employed by the vendor. Consultants should not be used to fulfill these full-time positions. Consultants may be used to fulfill part-time positions.